

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

ITE&C Department - 28th National Conference on e-Governance - Formation of Task Force Committee to executing the 28th National Conference on e-Governance event - Orders - Issued.

INFORMATION TECHNOLOGY, ELECTRONICS & COMMUNICATIONS [ITE&C]
(e-GOV) DEPARTMENT

G.O.Rt.No.21

Dated:02.04.2025

Read the following:

- 1) D.O.No.N-12017/1/2024-e-Gov (8807) Dt: 06/02/2025 received from the Secretary, DARPG, GoI, New Delhi.
- 2) e-File No.:ITC01-IT0SEMT/9/2023-E-GOV ITC01-IT0SEMT/9/2023-E-GOV, Computer No. 2214188

ORDER:

In the reference, the Government of India, Ministry of Personnel, Public Grievance & Pensions, Department of Administrative Reforms & Public Grievances (E-Governance Division) instructed "...to kindly identify a suitable venue to host the 28th National Conference on e-Governance where around 1000 delegates can participate and apart from the plenary sessions in a main hall, one or two breakaway sessions can be conducted simultaneously in smaller halls. Since this is an important event where several participants from diverse areas participate in PAN-India, therefore, the organization of the same entails detailed planning for transport, logistics and protocol, etc. as well as necessary action in this regard from the State Government and requested to consent the State regarding its interest in hosting the 28th National Conference on e-Governance in May/June 2025".

2. In the reference 2, the Government constituted the "Task force Committee" to execute the 28th National Conference on e-Governance event as follows:

1	The Chief Secretary to Government	Chairman
2	The Secretary to Government, IT, E&C Department	Member
3	The Principal Secretary to Government, Finance Department	Member
4	The Principal Secretary to Government, Home Department	Member
5	The Principal Secretary to Government, Planning Department	Member
6	The Principal Secretary to Government, MA&UD Department	Member
7	The Principal Secretary to Government (GPM & AR), General Administration Department	Member
8	The Principal Secretary to Government, Transport, Roads & Buildings Department	Member
9	The Secretary to Government, Industries & Commerce Department	Member
10	The Managing Director, A.P Technology Services Ltd, IT, E&C Department	Convenor
11	The Chief Executive Officer, Real Time Governance, Department	Co-Convenor
12	The Vice Chairman, APSAC, IT, E&C Department	Member
13	The Collector & District Magistrate, Visakhapatnam	Member

The event location is confirmed at Visakhapatnam in the 2nd week of June, 2025.

P.T.O.

3. The Task Force Committee shall plan and finalize the following activities:

- i. Identification of a venue with Four Halls for conducting Plenary Sessions simultaneously with a proposed Capacity of ~800 - 1000 for the Conference;
- ii. Newspaper Advertisement for 28th NCeG;
- iii. An Event Manager with the Team to be finalized;
- iv. Preparation of Signage including backdrops, standees, banners, posters, etc.
- v. Identification of accommodation for about ~ 200 Central & State Delegates/ Speakers/ Awardees/ Industry Participants for the Conference;
- vi. Identification of Agencies for arrangement of Transportation for the Central & State Delegates/ Speakers/ Awardees/ Industry Participants;
- vii. Hosting of an exhibition (20 to 25 stalls of 10*12 sq. ft);
- viii. Hosting a Wall of fame – Sharing of blueprint before setting it up;
- ix. Memento for panelists/speakers for the various Sessions to be given by the State Government;
- x. Participation of State Dignitaries - Information to be shared with due approvals by State with DARPG;
- xi. Preparation of delegate kit with necessary background papers, in consultation with DARP:
 - a. Finalization of Bags.
 - b. Conference material to be given as a soft copy in a pen- drive.
 - c. Pen and notebook/Pad etc.
- xii. Setting up of a call center for monitoring/ confirming participation and itinerary
- xiii. Protocol / Assigning of liaison Officer for escorting State Guest/ Senior Officers of Central and State Govt.
- xiv. A media room with capacity of about 25 to 30 people for organization of Press Conference should be available for Hon'ble Minister
- xv. Media Coverage and arrangement for audio/video and still photography
- xvi. Nomination of Nodal Officer by State Government for –
 - a. Exhibition and with regard to setting up Wall of Fame
 - b. Accommodation and transportation
 - c. Audio/ video coverage, photography, etc.
 - d. Signage works for the Event
 - e. Media coverage (both electronic and print)
- xvii. Framing of Certificates of the Awardees
- xviii. Finalization of the script for the event to be shared with DARPG
- xix. Provision for Virtual participation as an alternative and subsequent live streaming
- xx. State Government to create Help desks at various points for facilitating outstation participants to reach the accommodation / venue without a challenge
- xxi. Post Conference
 - a. Provide the necessary documents to the consultant for the development of case studies of 1/3 of the awarded initiatives.
 - b. Supply the videos of the entire conference to the consultant for the development and publication of the Proceedings Book.
 - c. Collaborate with the consultant in preparing a detailed report, including suggestions for improvements for the next conference, based on the analysis of the current one.

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4. The Taskforce Committee Members are requested to take action accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

K. VIJAYANAND
CHIEF SECRETARY TO GOVERNMENT

To
All the Members of the Committee

Copy to:

1. The Secretary to Chief Minister (IT), Chief Minister's Office, A.P. Secretariat
2. The OSD to Chief Secretary to Govt.,
3. The OSD to Hon'ble Minister for IT.
4. SF/SC (Computer No. 2214188)

//FORWARDED::BY ORDER//


SECTION OFFICER
